

W-2 C&I Committee and C&I Workgroups

Draft revised 10/22/04

This paper outlines the purpose, meeting schedule, members, and lead staff for the Wisconsin Works (W-2) Contract and Implementation (C&I) Committee and the C&I Workgroups.

1) W-2 C&I Committee

- Purpose: Provide input from W-2 agencies to the DWS Administrator on W-2 Contracts issues. C&I input is advisory to DWS.
- Meeting Schedule: Monthly, 10:00 a.m. – 12:00 noon, usually on the third Friday of the month after the Income Maintenance Advisory Committee (IMAC) meeting on the previous day to help county W-2 agencies coordinate travel.
- Members: All W-2 agencies are invited to C & I meetings.
- Chair: Bill Clingan, DWS Administrator.
- Lead staff: Jude Morse, DWS/Bureau of W-2 (BW-2).

2) C&I Workgroups

- Purpose: DWS convenes standing and ad hoc workgroups to focus more extensively on some topics. The standing and ad hoc workgroups are advisory to DWS. The ad hoc workgroups will be established as time limited, issue (or topic) oriented workgroups.
- Members:
 - DWS appoints W-2 agency members from the various types of W-2 agencies and interested advocate members to the workgroups.
 - DWS coordinates county W-2 agencies' representation on the workgroups with the Wisconsin Counties Human Services Association (WCHSA). The WCHSA representatives are indicated with an asterisk (*).
 - The members listed for the workgroups below do not include Department of Workforce Development (DWD) staff who are workgroup members and/or consultants to the workgroup.

A) Standing C&I Workgroups

1) W-2 Focus Group

- Purpose: Provide feedback to DWS on draft Administrator's Memos, draft Operations Memos, other draft materials, policy and/or procedural ideas, etc.
- Meeting Schedule: DWS has not convened this workgroup yet. There will not be a regular meeting schedule because DWS will convene this workgroup when a draft Administrator's Memo, draft Operations Memo and/or other draft materials are ready for feedback from the workgroup.
- Members:
DWS is finalizing this workgroup's membership and will include this workgroup's membership in an update of this document.
- Lead staff: Jude Morse, DWS/BW-2, direct telephone is (608) 266-2784 and e-mail is jude.morse@dwd.state.wi.us

2) Program Connections Committee

- Purpose: Provide coordination between DWD, DHFS, W-2 agencies and county Income Maintenance (IM) agencies on W-2, IM, Child Care, Child Welfare and other work-based programs operational issues.
- Coordination with the Income Maintenance Advisory Committee (IMAC): Some of the membership of the Program Connections Committee overlaps with IMAC.

- Meeting Schedule: One meeting monthly 8:30 a.m. – 9:45 a.m. on the same day as the W-2 C&I meeting.
- Members:
 Kelly Blaschke (MAXIMUS);
 Chloe Bodine (Milwaukee County);
 Hal Menendez (Legal Action of Wisconsin [LAW]);
 Shirley Kitchen (Capitol Consortium);
 Kathi Madsen (Douglas County);
 Leslie McAllister (National Association of Social Workers [NASW] Wisconsin Chapter Board of Directors);
 Amy Mendel-Clemens (Department of Health and Families Services [DHFS]);
 Mike Poma (Milwaukee County)*;
 Marilyn Putz (Kaiser Group, Inc.);
 John Rathman (Outagamie County)*;
 Venessa Robertson (Milwaukee County);
 Adelene Robinson (Kenosha County);
 Jodi Ross (DHFS);
 Shirley Ross (La Crosse County)*;
 Patrick Steliga (Milwaukee County);
 Cindy Sutton (Rock County); and
 John Wilberding (MAXIMUS).
- Lead staff: Edie Sprehn, DWS/BW-2, with Gerry Mayhew, DWS/BW-2 back-up. Edie's direct telephone is (608) 267-9886 and e-mail is edie.sprehn@dwd.state.wi.us Gerry's direct telephone is (608) 267-5056 and e-mail is gerry.mayhew@dwd.state.wi.us

3) W-2 Reports and Information Users Group

- Purpose: Identify the W-2 reports and information needs of W-2 agency users and provide a forum for the discussion of local training needs related to reports and information.
- Meeting Schedule: November 16, 2004 12:30 p.m. – 2:30 p.m., and December 15, 2004 2:00 p.m. – 4:00 p.m. Meeting schedule to be determined for 2005, with one workgroup meeting to be scheduled monthly sometime during the few weeks prior to each month's C&I meeting.
- Members:
 Donna Blus (Marathon County);
 Jane Ehlers (Douglas County);
 Liz Green (Capitol Consortium);
 Renee Koenig (Forward Service Corp.);
 Sharon Oldenburg (Rock County);
 Margaret Romens (Capitol Consortium); and
 John Wilberding (MAXIMUS).
- Lead staff: Anna Oehler and Bonnie Nagel, DWS/Bureau of Workforce Information (BWI). Anna's direct telephone is (608) 266-8727 and e-mail is anna.oehler@dwd.state.wi.us Bonnie's direct telephone is (608) 267-8949 and e-mail is bonnie.nagel@dwd.state.wi.us

4) Information Technology (IT) Workgroup

- Purpose: Identify and provide feedback to DWS on IT issues.
- Coordination with IMAC: The workgroup coordinates with the IMAC IT Workgroup on feedback to the Department of Health and Family Services (DHFS).

- Meeting Schedule: One meeting monthly on Thursday at 8:30 a.m. – 9:30 a.m. (then joint meeting with the IMAC IT Subcommittee at 9:30 a.m. – 12:30 a.m.) in the week prior to the week of the C&I meeting.
- Members:
Maureen Bestland (Kaiser Group, Inc.);
Sheila Drays (Capitol Consortium);
Sue Fergus (Racine County);
Liz Green (Capitol Consortium);
Shirley Kitchen (Capitol Consortium);
Bob Martin (Department of Health and Families Services [DHFS]);
Lisa Omen (Forward Service Corp.)
Manny Raynal (MAXIMUS);
Kim Satterfield (Forward Service Corp.)
Dave Turk (Capitol Consortium); and
John Wilberding (MAXIMUS).
- Lead staff: Pat McDonnell, DWS/Administrator's Office (AO), direct telephone is (608) 267-7381 and e-mail is patrick.mcdonnell@dwd.state.wi.us

B) Ad Hoc C&I Workgroups

1) Case Transfer Workgroup

- Purpose: Provide input to DWS on Milwaukee, balance of state and statewide case transfer issues, including the impact of case transfers on: Performance Standards; Benefits payments; agency of record; and coordination between IM and W-2.
- Meeting Schedule: To be determined.
- Members:
DWS is finalizing this workgroup's membership and will include this workgroup's membership in an update of this document.
- Lead staff: Brenda Bell-White, DWS/BW-2/Milwaukee Regional Office, direct telephone is (414) 227-4245 and e-mail is brenda.bell-white@dwd.state.wi.us

2) Custodial Parent of an Infant (CMC) Workgroup

- Purpose: Identify CMC issues, including: appropriate uses of CMCs; CMCs in the context of W-2, a work-based program; and enhanced coordination with paternity establishment and child support. Make recommendations to DWS on any proposed policy changes for CMCs.
- Meeting Schedule: To be determined.
- Members:
Gina Brown (Workforce Connections, Inc.);
Mary Lontkowski (Marathon County);
Carol Medaris (Wisconsin Council on Children and Families [WCCF]);
Lisa Montoto-Pallen (UMOS);
John Rathman (Outagamie County) [Amy Roland is the designated alternate];
Mike Serum (Eau Claire County) [Linda Struck is the designated alternate]; and
Michael Van Dyke (Door County).
- Lead staff: Margaret McMahon, DWS/BW-2, direct telephone is (608) 266-5899 and e-mail is margaret.mcmahon@dwd.state.wi.us

3) W-2 Transition (W-2 T) Workgroup

- Purpose: Review W-2 T policies, procedures and coordination with other service providers. Make recommendations to DWS on any proposed policy and process

changes to enhance connection of multi-barrier W-2 participants to the workforce and/or supportive service programs.

- **Meeting Schedule:** The first in-person meeting of this workgroup is scheduled on November 2, 2004 and the schedule for future meetings will be determined at the November 2 meeting.
- **Members:**
Donna Blus (Marathon County);
Gabriela Borda-Rossel (MAXIMUS);
Gina Brown (Workforce Connections, Inc.);
Donna Kahl (UMOS);
Shirley Kitchen (Capitol Consortium);
Carol Medaris (WCCF);
Tom Miller (La Crosse County);
Marilyn Putz (Kaiser Group, Inc.);
Luci Reyes (MAXIMUS);
Daniel Roberts (DVR);
Patti Sabel (Fond du Lac County); and
Linda Vegoe (Department of Agriculture, Trade and Consumer Protection [DATCP]).
- **Lead staff:** Edie Sprehn, DWS/BW-2, direct telephone is (608) 267-9886 an e-mail is edie.sprehn@dwd.state.wi.us

4) Performance Standards Workgroup

- **Purpose:** Provide input to DWS on Performance Standards for the next W-2 Contract, including recommendations on appropriate outcomes for the W-2 and Related Programs.
- **Meeting Schedule:** To be determined. DWS has not convened this workgroup yet.
- **Members:**
DWS is finalizing this workgroup's membership and will include this workgroup's membership in an update of this document.
- **Lead staff:** Jane Kahl, DWS/BW-2, direct telephone is (608) 266-7003 and e-mail is jane.kahl@dwd.state.wi.us

5) Contract Workgroup

- **Purpose:** Provide input to DWS on proposed W-2 Contract language for the next W-2 Contract, including draft allocation methodologies and other contract provisions (except Performance Standards to be addressed by the Performance Standards Workgroup).
- **Meeting Schedule:** To be determined. DWS has not convened this workgroup yet.
- **Members:**
DWS is finalizing this workgroup's membership and will include this workgroup's membership in an update of this document.
- **Lead staff:** Jacquie Piraino, DWS/Bureau of Division-wide Services (BDS), with Joan Larson, DWS/BDS back-up. Jacquie's direct telephone is (608) 266-3804 and e-mail is jacquie.piraino@dwd.state.wi.us and Joan's direct telephone is (608) 266-6721 and e-mail is joan.larson@dwd.state.wi.us

6) W-2 Projections Workgroup

- **Purpose:** Provide input to DWS on projecting 2004-05 W-2 Contract costs, identifying underlying trends that impact on costs, and identifying factors that impact on capacity to modify costs.
- **Meeting Schedule:** This workgroup completed its activities and is suspended pending any future issues for the workgroup.

- Members:
 Marcia Christiansen (Forward Service Corp.);
 Pam Fendt (University of Wisconsin – Milwaukee);
 Ed Kamin (Kenosha County)*;
 Benson Muzondo (OIC);
 Nancy Scott (Southwest Consortium);
 Jerry Stepaniak (MAXIMUS); and
 Michael Van Dyke (Door County)*.
 Note: Jane Batha was a member of this workgroup when her position was with ACS, the Waukesha W-2 agency, however recently Jane accepted a new position and no longer is with ACS.
- Lead staff: Ron Hunt, DWS/Deputy Administrator.

Note regarding an ad hoc Workload Impact Workgroup: Instead of convening an ad hoc Workload Impact Workgroup, workload impact issues are being addressed through the recent W-2 Plan Modifications process. DWS requests W-2 agencies send to their DWS Regional Office any additional recommendations on activities, procedures, etc. for agencies to modify to reduce workload without negatively impacting on the integrity and required services of the W-2 and Related Programs.